

**DRINKING WATER PROGRAM
WEST VA
SFY REPORTS
GUIDANCE REPORTS AND CHECKLIST
2017-1995**

DRINKING WATER PROGRAM
SFY 2017
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist
February 15, 2017

This Guidance attempts to capture many of the tasks which make up a state's drinking water program. This includes all PWSS program primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals and objectives. Some examples of Outputs and Outcomes have also been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

1. Focus Activities for SFY 2017
2. Activities Required to Maintain Primacy (PWSS Grant Eligible Activities):
 - 2.1 Data Management
 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities including statutory requirements for the following three program areas:
 - 3.1 Capacity Development Program
 - 3.2 Operator Certification Program
 - 3.3 Source Water Assessment and Protection Program
4. Recommended Activities, which are optional, but fundable under PWSS or DWSRF grants
5. Additional State Activities (optional)

Attachments

- A. New Rule Adoption and Primacy Application Deadline Dates for States
- B. PWSS Key Performance Measures

Future Plans

- OEHS will continue to have its DWTRF loan applicants to have water conservation plans.

4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs are surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tanker(s) and other supplies.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during Sanitary Surveys. Recommendations were given when warranted.
- OEHS staff helped organize and participated in a preparedness exercise that focused on a drought scenario in October 2014.

Outcomes/Benefits (Lessons learned, if any)

- OEHS staff, water systems, and other agencies learned how interaction could take place during a drought scenario as a result of participating in the October 2014 drought scenario exercise.
- Lessons were also learned as to what resources were available and what possibly could be done to assist in a drought scenario.

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions during low rainfall periods and providing assistance to emergency services offices when needed.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

4.12

Promote Climate Adaptation measures to improve resiliency of water systems; consider using EPA resources, training and tools.

Outputs/Progress to Date

- The DWTRF construction loan program has implemented a review of climate change, resiliency, and flood plain management into the environmental review for all projects funded with SRF money.

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5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also want to use this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

Task 5.1

Narrative on Staffing Vacancies

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

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Future Plans

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Outputs/Progress to Date

- Please see accompanying staffing report.

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- A. New Rule Adoption and Primacy Application Deadline Dates for States

voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- The state does not require Water Conservation Plans for all water systems however, those requesting a DWTRF loan must complete a plan.
- The Public Service Commission (PSC) of WV has a requirement that water systems should only have a **15%** water loss.
- Water losses above that amount should be addressed before new plant upgrades are requested.
- Water conservation guidance documents from EPA and the PSC are included in the CD of resources made available to water operators.

Outcomes/Benefits (Lessons learned, if any)

- Water systems have plans to deal with shortages of water supply to minimize the impact on customers.

Future Plans

- OEHS will continue to have its DWTRF loan applicants to have water conservation plans.

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- Those water systems that develop drought contingency plans will be better prepared if the event occurs to minimize the impact to customers.

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions during low rainfall periods and providing assistance to emergency services offices when needed.
- Continue advising PWSs of the need for appropriate back-up water supply planning and recommend pipeline repairs to reduce water losses.

- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

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Outputs/Progress to Date

- Please see accompanying staffing report.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue to work towards fully staffing the office.

Task 5.2

Narrative on activities conducting GUDI determinations

Report on issues/concerns, challenges to completing GUDI determinations.

Outputs/Progress to Date

- Please see Task 2.2.11 for current status.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Future Plans

- Please see Task 2.2.11 for current status.

6. Water Protection (Security) Coordination Grants

Separate Guidance is issued regarding these grants. This section of the checklist can be used to list the activities funded so that the Checklist can be used for reporting purposes.

Goal 2: Safe and Clear Water – Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants, and wildlife.

Objective 1: Protect human health by reducing exposure to contaminants in drinking water (including protecting source water), in fish and shellfish, and in recreational waters.

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7. Expense Reimbursement Grant (ERG) Activities

Outcomes/Benefits (Lessons learned, if any)

- Not applicable at this time.

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Outcomes/Benefits (Lessons learned, if any)

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Attachments

- A. New Rule Adoption and Primacy Application Deadline Dates for States
- B. PWSS Key Performance Measures
- C. List of significant program dates**
- D. Capacity Development Reporting Guidance placeholder
- E. Source Water Program Reporting form

All reporting is considered to be via the semi-annual self-assessments, unless noted otherwise.

New Focus Activities for SFY 2014

These are the activities which need special emphasis during the year due to their importance or due to a regulatory deadline. These are listed here to capture your attention. These activities should not reduce the focus placed on responding to acute health contaminants at all public water systems.

- Continuation of Emergency Preparedness/Increased Security Activities with both state staff and public water suppliers, including responding to threats and emergencies. Security integration and efforts related to the 10 features of an active and effective security program are also high priorities.
- New Rule Development and adoption or submission of extension requests. Implementation of new federal rules to the extent possible under state regulations and as per extension or Early Implementation Agreements.
- State specific activities.
- Continuation of Operator Certification Programs and Expense Reimbursement for training.
- Continue to improve quality systems and documentation of these systems, including revisions to QMPs and/or QAPPs as necessary due to the adoption of new regulations.
- Continue to improve data quality in SDWIS.

The reporting on these activities should be done using appropriate tools (e.g., SDWIS reports, grant reports, other updates, etc.).

Description of Joint Evaluation Process

The joint evaluation process will include semi-annual progress reports by the state, including the elements of 40 CFR §§ 35.115 and 31.40-41. **EPA recommends using grant work plans as the template for reporting.** EPA will meet with the state, typically planned for mid-year timeframe, to discuss progress under the grant, any obstacles or short comings and make recommendations to the state for corrective action. EPA will provide all findings in writing to the state and may require the submission of a corrective plan by the state. In the event that resources do not allow EPA to meet with the state, e-mail and telephone discussions will take place to complete this evaluation.

Consistent with the need to be accountable for grant funds, state should identify outputs and outcomes from grant and grant related activities.

Outputs/Progress to Date

- Provided funding and participated with the Potomac River Drinking Water Source Protection Partnership. This partnership is composed of water utilities and various governmental agencies responsible for drinking water protection in the Potomac River Basin.
- Continuation of the SWAP/WHP Memorandum of Understanding (MOU) that has been signed by a number of state groundwater regulatory agencies, establishes a coordinated effort by all agencies to protect groundwater in delineated SWAP/WHP areas. The MOU enhances the SWAP/WHP program's ability to protect groundwater utilized by PWSs.
- Assisted in educational and outreach efforts in developing and prioritizing protection measures in conjunction with local drinking water protection efforts.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- SWAP staff plans to attend the ORSANCO and Potomac River Basin Partnership meetings.

Task 4.10

Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "*Water Conservation Plan Guidelines*." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- WV does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.
- The Public Service Commission of WV has requirement that PWSs should only have a 15% water loss.
- Water losses above that amount should be addressed before new plant upgrades are requested.
- However, water conservation guidance documents from EPA and PSC have been added to the CD of resources to be made available to water operators.

Outcomes/Benefits (Lessons learned, if any)

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5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

- Water losses above that amount should be addressed before new plant upgrades are requested.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will initiate this requirement when water conservation is required by the State.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs are surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tanker(s) and other supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during Sanitary Survey inspections. Recommendations were given when warranted.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions as they occur and providing assistance to emergency services offices when needed.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also **want to** use this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

Task 5.1

Narrative on Staffing Vacancies

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress to Date

- Please see accompanying staffing report.

Outcomes/Benefits (Lessons learned, if any)

DRINKING WATER PROGRAM
SFY 2013
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist
February 15, 2013

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives, and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

1. Focus Activities for **SFY 2013**
2. Activities Required to Maintain Primacy and elements PWSS grant funds can be used for:
 - 2.1 Data Management
 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities including statutory requirements for the following three program areas:
 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs
 - 3.3 Source Water Assessment and Protection Program
4. Recommended Activities which are optional, but fundable under PWSS or DWSRF grants
5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- WV does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.
- The Public Service Commission of WV has a requirement that water systems should only have a 15% water loss.
- Water losses above that amount should be addressed before new plant upgrades are requested.

Outcomes/Benefits (Lessons learned, if any)

- Not applicable at this time.

Future Plans

- OEHS will initiate this requirement when water conservation is required by the State.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs are surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tanker and other supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during Sanitary Survey inspections. Recommendations were given when needed.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions as they occur and providing assistance to emergency service offices when needed.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also **want to** use this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

Task 5.1

Narrative on Staffing Vacancies

DRINKING WATER PROGRAM
SFY 2012
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist
August 15, 2012

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives, and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

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2. Activities Required to Maintain Primacy and elements PWSS grant funds can be used for:
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5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

Future Plans

- SWAP staff plans to attend the ORSANCO and Potomac River Basin Partnership meetings.
- Capacity Development will continue to track and provide supportive efforts to the 4 extreme recalcitrant systems during the remaining grant period.
- CAPDEV plans to determine if future meetings will continue to be beneficial to water systems as attendance has declined due to budget constraints of PWSs to send operators to these classes. WV WARN may be taking precedence for PWSs participation in mutual aid activities.

Task 4.10

Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "*Water Conservation Plan Guidelines*." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- WV does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.
- The Public Service Commission of WV has a requirement that PWSs should only have a 15% water loss.
- Water losses above that amount should be addressed before new plant upgrades are requested.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will initiate this requirement when water conservation is required by the state.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs are surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tanker and other supplemental supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during sanitary survey inspections. Recommendations were given when needed.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions as they occur and providing assistance to emergency

- service offices when needed.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also **want to use** this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

Task 5.1

Narrative on Staffing Vacancies

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress to Date

- Please see accompanying staffing report.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue working towards fully staffing the office.

Task 5.2

Narrative on activities conducting GUDI determinations

Report on issues/concerns, challenges to completing GUDI determinations.

Outputs/Progress to Date

- Please see Task 2.2.11 for current status.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Future Plans

- Please see Task 2.2.11 for future plans.

6. Water Protection (Security) Coordination Grants

Separate Guidance is issued regarding these grants. This section of the checklist can be used to list the activities funded so that the Checklist can be used for reporting purposes.

Goal 2: Safe and Clear Water – Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to

DRINKING WATER PROGRAM
SFY 2012
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist
FEBRUARY 15, 2012

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives, and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

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7. Expense Reimbursement Grant (ERG) Activities

- Continue to assist water operators in consolidating/generating public notices to educate them on completing the forms and to minimize financial costs to the community
- Continue to educate the water operators on the reasons for receiving a violation and methods to minimize future violations to attain better compliance.
- Continue to provide public notice and lead notification templates on the OEHS website, for water system use, to maintain compliance with all EPA regulatory criteria.
- Continue to provide yearly compliance schedules to aid water systems in implementing their required sample collection programs.
- Continue participating in intra-agency conferences, EXPO and WV RWA, where water system operators and C&E Personnel have a chance to discuss regulatory issues and ways to minimize violations.

Outcomes/Benefits (Lessons learned, if any)

- The participating PWS representatives have found the CAPDEV meetings to be useful to build networking relationships with other PWSs personnel. This networking has enabled PWS personnel with common goals to share experiences and offer assistance to those in need.

Future Plans

- SWAP staff plans to attend the ORSANCO and Potomac River Basin Partnership meetings.
- Capacity Development will continue to track and provide supportive efforts to 4 extreme recalcitrant systems during the remaining grant period.
- CAPDEV plans to determine if future meetings will continue to be beneficial to water systems as attendance has declined due to budget constraints of PWSs to send operators to these classes.
- WV WARN may be taking precedence for PWSs participation in mutual aid activities.

Task 4.10

Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "*Water Conservation Plan Guidelines.*" These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- WV does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.
- The Public Service Commission (PSC) of WV has a requirement that water systems should only have a 15% water loss. Water losses above that amount should be addressed before new plant upgrades are requested.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will initiate this requirement when water conservation is required by the state.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an

DRINKING WATER PROGRAM
SFY 2011
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Report
August 2011

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives, and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

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 - 3.1 Capacity Development
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 - 3.3 Source Water Assessment and Protection Program
4. Recommended Activities which are optional, but fundable under PWSS or DWSRF grants
5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

- Continue to provide public notice and lead notification templates on the OEHS website, for water system use, to maintain compliance with all EPA regulatory criteria.
- Continue to provide yearly and 3-year compliance schedules to aid water systems in implementing their required sample collection programs.
- Continue participating in intra-agency conferences, EXPO and WVRWA, where water system operators and C&E Personnel have a chance to discuss regulatory issues and ways to minimize violations.

Outcomes/Benefits (Lessons learned, if any)

- The participating PWS representatives have found the CAPDEV meetings to be useful to build networking relationships with other PWSs personnel. This networking has enabled PWS personnel with common goals to share experiences and offer assistance to those in need.

Future Plans

- SWAP staff plans to attend ORSANCO and Potomac River Basin Partnership meetings.
- CAPDEV plans to determine if future meetings will continue to be beneficial to water systems as attendance has declined due to budget constraints of PWSs to send operators to these classes. WVWARN may be taking precedence for PWSs participation in mutual aid activities.

Task 4.10

Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "*Water Conservation Plan Guidelines.*" These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- WV does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.
- WV PSC has a requirement that water systems should only have a 15% water loss; water losses above that amount should be addressed before new plant upgrades are requested.

Outcomes/Benefits (Lessons learned, if any)

- Not applicable at this time.

Future Plans

- OEHS will initiate this requirement when water conservation is required by the State.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining

- emergency water tankers and other supplemental supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested when needed.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions as they occur and providing assistance to emergency service offices when needed.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also want to use this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

Task 5.1

Narrative on Staffing Vacancies

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress to Date

- Please see accompanying staffing report.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue working towards fully staffing the office.

Task 5.2

Narrative on activities conducting GUDI determinations

Report on issues/concerns, challenges to completing GUDI determinations.

Outputs/Progress to Date

- Please see Task 2.2.11 for current status.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Future Plans

- Please see Task 2.2.11 for future plans.

DRINKING WATER PROGRAM
SFY 2011
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist
February 2011

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives, and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

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2. Activities Required to Maintain Primacy and elements PWSS grant funds can be used for:
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 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities including statutory requirements for the following three program areas:
 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs
 - 3.3 Source Water Assessment and Protection Program
4. Recommended Activities which are optional, but fundable under PWSS or DWSRF grants
5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- WV does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.

Outcomes/Benefits (Lessons learned, if any)

- Not applicable at this time.

Future Plans

- OEHS will initiate this requirement when water conservation is required by the State.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested when needed.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue assisting PWSs likely to be impacted by drought conditions as they occur and providing assistance to emergency service offices when needed.
- Continue advising PWSs of the need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also want to use this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

DRINKING WATER PROGRAM
SFY 2010
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist
August 2010

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives, and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

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5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

- Improved cooperation and coordination between state agencies and federal programs with localized and statewide conferences and meetings.
- OEHS conducted two CAPDEV meetings and maintained an informational booth at the WVRWA Annual Conference in September 2009 and the WV Expo in March 2010.
- Representatives from Capacity Development were also involved in assisting PWSs in violation to explore available options and provide guidance in their return to compliance.
- Please see Task 2.4.8 for additional outreach activities.

Outcomes/Benefits (Lessons learned, if any)

- The participating PWS representatives have found the CAPDEV meetings to be useful to build networking relationships with other PWSs personnel. This networking has enabled PWS personnel with common goals to share experiences and offer assistance to those in need. The ultimate goals would be to have PWSs approve mutual aid agreements in the event of an emergency.

Future Plans

- CAPDEV plans to sponsor at least two meetings each year for PWSs, since staff vacancies are now filled, to discuss issues and provide networking contacts. OEHS plans to give presentations at the WVRWA Annual Conference in September 2010.
- Continue to assign SNC and chronic violators to CD for contacting and offering assistance relative to specific improvement issues and/or alternatives that result in bringing them back into compliance.
- SWAP plans to attend ORSANCO and Potomac River Basin Partnership meetings.

Task 4.10

Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled “*Water Conservation Plan Guidelines.*” These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999, states may require water systems to submit a water conservation plan consistent with EPA’s guidelines as a condition of receiving a loan from the State Drinking Water Loan Fund.

Outputs/Progress to Date

- West Virginia does not require “Water Conservation Plan Guidelines” from DWTRF Loan applicants.

Outcomes/Benefits (Lessons learned, if any)

- Not applicable at this time.

Future Plans

- OEHS will initiate this requirement when water conservation is required by the State.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress to Date

- PWSs were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested when needed.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will assist PWSs likely to be impacted by drought conditions as they occur and provide assistance to emergency services offices when needed.
- Continue advising PWSs of their need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here, narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds. You may also **want to** use this area to give narrative on staffing and GUDI, track equipment purchases, etc., or do so, on a separate page.

Task 5.1

Narrative on Staffing Vacancies

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress to Date

- Please see accompanying staffing report.

Outcomes/Benefits (Lessons learned, if any)

Future Plans

- OEHS will continue working towards fully staffing the office.

Task 5.2

Narrative on activities conducting GUDI determinations

Report on issues/concerns, challenges to completing GUDI determinations.

Outputs/Progress to Date

- Please see Task 2.2.6 for current status.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Future Plans

DRINKING WATER PROGRAM
SFY 2010
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist –
February 2010

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grant (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance captures activities for one year as the WVDHHR does not wish to develop a two-year workplan and PWSS application reflecting a two-year budget at this time.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

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7. Expense Reimbursement Grant (ERG) Activities

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress"...]
Not applicable at this time.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

- PWSs were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested when needed.

Future Plans

- OEHS will assist PWSs likely to be impacted by drought conditions as they occur and provide assistance to emergency services offices when needed.
- Continue advising PWSs of their need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress"...]

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds (e.g., lab certification issues and violations reported in annual compliance report). You may also use this area to give narrative on staffing and GUDI, track equipment purchases, etc. or do so on a separate page as in previous reporting periods.

WV Contribution to FY'10 Measures: Goal 2.1.1: 90% of the population served by community water systems (CWS) that receive drinking water that meets all applicable health-based drinking water standards through effective treatment and source water protection. SP-1: 90% of the population served by CWS that received drinking water that meets health-based standards. SP-2: 95% of person months during which CWS provide drinking water that meets all applicable health-based standards. SP-4a: 23% of CWS where risk to public health is minimized by source water protection. SP-4b: 55% of the population served by CWSs where risk to public health is minimized by source water protection.

Task 5.1 (Narrative on Staffing Vacancies)

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

DRINKING WATER PROGRAM
SFY 2009
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-
August 2009

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance captures activities for one year as the WVDHHR does not wish to develop a two-year workplan and PWSS application reflecting a two-year budget at this time.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have been included, but states are encourage to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

1. Focus Activities for **SFY 2009**
2. Activities Required to Maintain Primacy and elements PWSS grant funds can be used for:
 - 2.1 Data Management
 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities including statutory requirements for the following three program areas:
 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs
 - 3.3. Source Water Assessment and Protection Program
4. Recommended Activities which are optional, but fundable under PWSS or DWSRF grants
5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

Outputs/Progress To Date

West Virginia does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.

Future Plans

OEHS will initiate this requirement when water conservation is required by the state.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress" . . .]

Not applicable at this time.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

- PWSs were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.
- Three PWSs experienced water shortages due to drought conditions and were offered assistance.
- Several PWSs reported low source water levels. None requested technical assistance.
- Emergency response plans of drought vulnerable PWSs were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested when needed.
- Several drought prone PWSs have begun purchasing water from other systems and/or developing auxiliary/new water sources.

Future Plans

- OEHS will assist PWSs likely to be impacted by drought conditions as they occur and provide assistance to emergency services offices when needed.
- Continue advising PWSs of their need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.
- Continue offering assistance to PWSs which are vulnerable to inadequate water supplies.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress" . . .]

- PWSs have become less vulnerable to drought conditions.

DRINKING WATER PROGRAM
SFY 2008
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-
August 2008

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance captures activities for one year as the WVDHHR does not wish to develop a two-year workplan and PWSS application reflecting a two-year budget at this time.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have been included, but states are encourage to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

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 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs
 - 3.3. Source Water Assessment and Protection Program

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

Systems were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.

Three systems reported drought conditions in reporting period (Whitmer Water Association, Oceana, and Hurricane Water Department). Several others reported potential drought conditions. Technical assistance was provided.

Emergency response plans of drought vulnerable water systems were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested where needed.

Future Plans

OEHS will assist systems likely to be impacted by drought conditions as they occur and provide assistance to emergency services offices, as needed.

OEHS will continue to advise systems of their need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.

OEHS will continue to offer assistance to systems which are vulnerable to inadequate water supplies.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of “Progress” . . .]

Vulnerable systems were advised to reduce water losses by locating and repairing pipeline leaks and/or arranging for operable interconnections with adjacent systems where applicable.

Systems were advised of the need to update or revise their water supply contingency planning.

Procedures to access inadequate emergency water supplies were addressed.

Potential for inadequate water supplies were reduced.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds (e.g., lab certification issues and violations reported in annual compliance report). You may also use this area to give narrative on staffing and GUDI, track equipment purchases, etc. or do so on a separate page as in previous reporting periods.

Task 5.1 (Narrative on Staffing Vacancies)

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress To Date

Future Plans

DRINKING WATER PROGRAM
SFY 2008
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-
February 2008

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance captures activities for one year as the WVDHHR does not wish to develop a two-year workplan and PWSS application reflecting a two-year budget at this time.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

1. Focus Activities for SFY 2008
2. Activities Required to Maintain Primacy and elements PWSS grant funds can be used for:
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 - 2.3 New Regulation Development
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 - 2.5 Program Management
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 - 3.3. Source Water Assessment and Protection Program

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

Systems were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.

Three systems reported drought conditions in reporting period (Whitmer Water Association, Oceana, and Hurricane Water Department). Several others reported potential drought conditions. Technical assistance was provided.

Emergency response plans of drought vulnerable water systems were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested where needed.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress" . . .]

Vulnerable systems were advised to reduce water losses by locating and repairing pipeline leaks and/or arranging for operable interconnections with adjacent systems where applicable.

Systems were advised of the need to update or revise their water supply contingency planning.

Procedures to access inadequate emergency water supplies were addressed.

Potential for inadequate water supplies were reduced.

Future Plans

OEHS will assist systems likely to be impacted by drought conditions as they occur and provide assistance to emergency services offices, as needed.

OEHS will continue to advise systems of their need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.

OEHS will continue to offer assistance to systems which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds (e.g., lab certification issues and violations reported in annual compliance report). You may also use this area to give narrative on staffing and GUDI, track equipment purchases, etc. or do so on a separate page as in previous reporting periods.

Task 5.1 (Narrative on Staffing Vacancies)

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress To Date

Please see attached Staffing Letter dated 02/15/08. OEHS has started hiring temporary staff when there is difficulty in filling permanent positions. It will be our intention to fill positions with permanent staff, but we will continue to utilize temporary staff as necessary.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

DRINKING WATER PROGRAM
SFY 2007
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-
August 2007

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance captures activities for one year as the WVDHHR does not wish to develop a two-year workplan and PWSS application reflecting a two-year budget at this time.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have been included, but states are encouraged to identify as many Outputs and Outcomes under the various program components as possible.

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 - 3.3. Source Water Assessment and Protection Program

4. Recommended Activities which are optional, but fundable under PWSS or DWSRF grants
5. Additional State Activities (optional)
6. State Water Protection Coordination (Security) Grant Activities
7. Expense Reimbursement Grant (ERG) Activities

Attachments

- A. New Rule Adoption and Primacy Application Deadline Dates for States
- B. PWSS Key Performance Measures
- C. SFY 2007 and 2008 (updated) Calendars
- D. Capacity Development Reporting Guidance placeholder
- E. Source Water Program Reporting form

All reporting is considered to be via the semi-annual self-assessments, unless noted otherwise.

New Focus Activities for SFY 2007

These are the activities which need special emphasis during the year due to their importance or due to a regulatory deadline. These are listed here to capture your attention. These activities should not reduce the focus placed on responding to acute health contaminants at all public water systems.

-
- | | |
|---|---|
| X | Continuation of Emergency Preparedness/Increased Security Activities with both state staff and public water suppliers, including responding to threats and emergencies. |
| X | New Rule Development and adoption or submission of extension requests. Implementation of new federal rules to the extent possible under state regulations and as per Extension or Early Implementation Agreements |
| X | State Specific Activities |
| X | Continuation of Operator Certification Programs and Expense Reimbursement for training |
| X | Continue to improve Quality Systems and documentation of these systems, including revisions to QMPs and/or QAPPs as necessary due to the adoption of new regulations. |
| X | Continue to improve data quality in SDWIS |
-

The reporting on these activities should be done in the corresponding section of the Checklists.

Future Plans

OEHS will initiate this requirement when water conservation is required by the state.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

No systems reported drought conditions in reporting period.

Emergency response plans of water systems were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested where needed.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of “Progress” . . .]

Systems were advised of the need to update or revise their water supply contingency planning.

Inadequate emergency supply issues were addressed.

Potential for inadequate water supplies were minimized.

Future Plans

OEHS will assist systems impacted by drought conditions as they occur and provide assistance to emergency services offices, as needed.

OEHS will continue to advise systems to their need for appropriate backup water supply planning.

OEHS will continue to offer assistance to systems which are vulnerable to inadequate water supplies.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds (e.g., lab certification issues and violations reported in annual compliance report). You may also use this area to give narrative on staffing and GUDI, track equipment purchases, etc. or do so on a separate page as in previous reporting periods.

Task 5.1 (Narrative on Staffing Vacancies)

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress To Date

Please see attached Staffing Letter dated 8/14/07.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Future Plans

OEHS will continue to maintain and attempt to enhance staffing levels. OEHS will also review options for various classifications and utilize another classification if necessary (i.e. Geologist and Engineering Technician classifications have started using Environmental

DRINKING WATER PROGRAM
SFY 2007
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-
February 2007

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Future Plans

OEHS will initiate this requirement when water conservation is required by the state.

Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

- No systems reported drought conditions in reporting period.
- Emergency response plans of water systems were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested where needed.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of “Progress” . . .]

- Systems were advised of the need to update or revise their water supply contingency planning.
- Inadequate emergency supply issues were addressed.
- Potential for inadequate water supplies were minimized.

Future Plans

- OEHS will assist systems impacted by drought conditions as they occur and provide assistance to emergency services offices, as needed.
- OEHS will continue to advise systems to their need for appropriate backup water supply planning.
- OEHS will continue to offer assistance to systems which are vulnerable to inadequate water supplies.

DRINKING WATER PROGRAM
FY 2005 & FY 2006
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-
February 2006

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance attempts to capture activities for two years to assist those states wishing to develop two-year workplans and PWSS applications reflecting a two-year budget.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have also be included, but states are encourage to identify as many Outputs and Outcomes under the various program components as possible.

Table of Contents for Program Guidance and Reporting Checklist

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 - 3.3. Source Water Assessment and Protection Program

4.10	<p>Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "Water Conservation Plan Guidelines." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.</p> <p>The guidelines do not contain any federal requirements; however, after August 6, 1999 states and Indian Tribes may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from a State Drinking Water Loan Fund.</p>	<p>Capacity development assessments encourage systems to control water loss through leak and/or inadequate metering. Systems looking to receive funding through state agencies via the State Infrastructure and Jobs Development Council are typically required to address high unaccountable water losses prior to their projects receiving funding for water treatment plant expansions or extensions.</p>
4.11	<p>Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.</p>	<p>On-going.</p>

2-1-05

**DRINKING WATER PROGRAM
FY 2005 & FY 2006
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-**

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

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This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have also be included, but states are encourage to identify as many Outputs and Outcomes under the various program components as possible.

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4.11	<p>Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.</p>	<p>State assists systems impacted by drought conditions as they occur and provides assistance to emergency services offices, as needed.</p>

West Virginia Department of Health and Human Resources
PUBLIC WATER SYSTEM SUPERVISION PROGRAM

MID-YEAR PROGRESS REPORT FY 05

May 2005

This Guidance attempts to capture all of the tasks which make up a state's drinking water program, whether for Primacy purposes under the Safe Drinking Water Act or those activities which could be funded with the DWSRF set-aside funds.

This Guidance attempts to capture activities for two years for those states wishing to develop two-year workplans and PWSS applications reflecting a two-year budget.

Table of Contents for Program Guidance and Reporting Checklist

1. New Focus Activities for FY 2005-2006
2. Activities Required to Maintain Primacy
 - 2.1 Data Management
 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities

PUBLIC WATER SYSTEM SUPERVISION PROGRAM GUIDANCE AND REPORTING CHECKLIST

Task #	Activity (Also notes statutory/regulatory citations)	Due Date / Reporting	Progress Reporting and Additional Comments
	<p>systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.</p> <p>The guidelines do not contain any federal requirements; however, after August 6, 1999 states and Indian Tribes may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from a State Drinking Water Loan Fund.</p>		Development Council are typically required to address high unaccountable water losses prior to their projects receiving funding for water treatment plant expansions or extensions.
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.	Semi-annual self-assessments	On-going.
4.12	Develop Emergency Preparedness and Response Plans at the State and water system level. Develop training, fact sheets; conduct workshops and perform vulnerability assessments.		On-going.

West Virginia Department of Health and Human Resources
PUBLIC WATER SYSTEM SUPERVISION PROGRAM
END-OF-YEAR PROGRESS REPORT FY 04
November 2004

This Guidance attempts to capture all of the tasks which make up a state's drinking water program, whether for Primacy purposes under the Safe Drinking Water Act or those activities which could be funded with the DWSRF set-aside funds.

This Guidance attempts to capture activities for two years for those states wishing to develop two-year workplans and PWSS applications reflecting a two-year budget.

Table of Contents for Program Guidance and Reporting Checklist

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 - 2.5 Program Management
3. DWSRF Activities
 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs
 - 3.3. Source Water Assessment and Protection Programs
4. Recommended Activities
5. Additional State Activities funded with PWSS grant monies

PUBLIC WATER SYSTEM SUPERVISION PROGRAM GUIDANCE AND REPORTING CHECKLIST

Task #	Activity (Also notes statutory/regulatory citations)	Due Date / Reporting	Progress Reporting and Additional Comments
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.	Semi-annual self-assessments	On-going.
4.12	Develop Emergency Preparedness and Response Plans at the State and water system level. Develop training, fact sheets; conduct workshops and perform vulnerability assessments.		On-going.
4.13	STAG and S&T Grants: Report on activities being performed in workplans.	Monthly Status Report. Project Period ends Nov. 2004.	On-going.
5	Additional State Activities funded with PWSS Grant monies: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page.		

**PUBLIC WATER SYSTEM SUPERVISION PROGRAM
FY 2005 & FY 2006
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES**

May 2004

This Guidance attempts to capture all of the tasks which make up a state's drinking water program, whether for Primacy purposes under the Safe Drinking Water Act or those activities which could be funded with the DWSRF set-aside funds.

This Guidance attempts to capture activities for two years for those states wishing to develop two-year workplans and PWSS applications reflecting a two-year budget.

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PUBLIC WATER SYSTEM SUPERVISION PROGRAM GUIDANCE AND REPORTING CHECKLIST

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4.10	<p>Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "<i>Water Conservation Plan Guidelines</i>." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.</p> <p>The guidelines do not contain any federal requirements; however, after August 6, 1999 states and Indian Tribes may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from a State Drinking Water Loan Fund.</p>		Capacity development assessments encourage systems to control water loss through leak and/or inadequate metering.
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.	Semi-annual self-assessments	On-going.
4.12	Develop Emergency Preparedness and Response Plans at the State and water system level. Develop training, fact sheets; conduct workshops and perform vulnerability assessments.		On-going.

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES PUBLIC WATER SYSTEM SUPERVISION PROGRAM

FY 2003 YEAR END PROGRESS REPORT

This Guidance attempts to capture all of the tasks which make up a state's drinking water program, whether for Primacy purposes under the Safe Drinking Water Act or those activities which could be funded with the DWSRF set-aside funds.

This Guidance attempts to capture activities for two years for those states wishing to develop two-year workplans and PWSS applications reflecting a two-year budget.

Table of Contents for Program Guidance and Reporting Checklist

1. New Focus Activities for FY 2003-2004
2. Activities Required to Maintain Primacy
 - 2.1 Data Management
 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities
 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs and ERGs
 - 3.3. Source Water Assessment and Protection Programs
4. Recommended Activities

PUBLIC WATER SYSTEM SUPERVISION PROGRAM GUIDANCE AND REPORTING CHECKLIST

Task #	Activity (Also notes statutory/regulatory citations)	Due Date / Reporting	Progress Reporting and Additional Comments
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.	Semi-annual self-assessments	On-going. Any restrictions must be done in accordance with Public Service Commission rules and regulations. Emergency drought provisions in State Emergency Plan that is invoked when Governor declares a state emergency.
4.12	Develop Emergency Preparedness and Response Plans at the State and water system level. Develop training; factsheets; conduct workshops and perform vulnerability assessments.		Statewide plans being finalized for applicable community water supplies. Training, distribution of factsheets, and assistance in performing vulnerability assessments are scheduled for 2003 and 2004 under provisions of EPA's S&T and STAG grants.
5	Additional State Activities funded with PWSS Grant monies: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page.		

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES PUBLIC WATER SYSTEM SUPERVISION PROGRAM

FY 2003 MID-YEAR PROGRESS REPORT

This Guidance attempts to capture all of the tasks which make up a state's drinking water program, whether for Primacy purposes under the Safe Drinking Water Act or those activities which could be funded with the DWSRF set-aside funds.

This Guidance attempts to capture activities for two years for those states wishing to develop two-year workplans and PWSS applications reflecting a two-year budget.

Table of Contents for Program Guidance and Reporting Checklist

1. New Focus Activities for FY 2003-2004
2. Activities Required to Maintain Primacy
 - 2.1 Data Management
 - 2.2 Compliance and Enforcement, including Base Program Primacy requirements
 - 2.3 New Regulation Development
 - 2.4 Surveillance and Technical Assistance
 - 2.5 Program Management
3. DWSRF Activities
 - 3.1 Capacity Development
 - 3.2 Operator Certification Programs and ERGs
 - 3.3. Source Water Assessment and Protection Programs
4. Recommended Activities

PUBLIC WATER SYSTEM SUPERVISION PROGRAM GUIDANCE AND REPORTING CHECKLIST

Task #	Activity (Also notes statutory/regulatory citations)	Due Date / Reporting	Progress Reporting and Additional Comments
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.	Semi-annual self-assessments	On-going.
4.12	Develop Emergency Preparedness and Response Plans at the State and water system level. Develop training, factsheets; conduct workshops and perform vulnerability assessments.		Statewide plans being finalized for applicable community water supplies. Training, distribution of factsheets, and assistance in performing vulnerability assessments are scheduled for 2003 and 2004 under provisions of EPA's S&T and STAG grants.
5	Additional State Activities funded with PWSS Grant monies: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page.		

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES

PUBLIC WATER SYSTEM SUPERVISION PROGRAM

FY 2002 END-OF-YEAR PROGRESS REPORT

This checklist consists of the activities in the EPA Region III PWSS Program Guidance and the WVDHHR workplan for FY'2002. It is meant to assist in the tracking of tasks completed and aide in evaluating the state's progress in accomplishing these activities.

FUNDING:

	FEDERAL	STATE	TOTAL
FY'02	891,180	\$587,918	\$1,479,098

TASK NO.	ACTIVITY	REFERENCE	DUE DATE / REPORTING	COMMENTS
1.	FOCUS ACTIVITIES FOR FY '02			
1.0	Consumer Confidence Report (CCR) Rule			
1.0.1	Consumer Confidence Report Extension Agreements: Continue to implement the CCR activities as agreed upon in the EPA/State Extension Agreements.	§142.12	semi-annual self assessment.	Ongoing. CCR primacy package submitted to EPA. Interim primacy granted 9-02.

TASK NO.	ACTIVITY	REFERENCE	DUE DATE / REPORTING	COMMENTS
4.10	<p>Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "<i>Water Conservation Plan Guidelines</i>." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.</p> <p>The guidelines do not contain any federal requirements; however, after August 6, 1999 states and Indian Tribes may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from a State Drinking Water Loan Fund.</p>		semi-annual self assessments.	Capacity Development assessments encourage systems to control water loss through leak and/or inadequate metering.
4.11	<p>Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.</p>		semi-annual self assessments.	<p>On-going.</p> <p>Technical representatives monitored and assisted those water systems that experienced severe raw water shortages during summer drought.</p>
5	<p>Additional State Activities: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page.</p>			

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES PUBLIC WATER SYSTEM SUPERVISION PROGRAM

FY 2002 END-OF-YEAR PROGRESS REPORT

Prepared: November 2002

TASK NO.	ACTIVITY	REFERENCE	DUE DATE	Comp leted ?	COMMENTS
				FY 02	
1.	FOCUS ACTIVITIES FOR FY '02				
1.0	Consumer Confidence Report (CCR) Rule				
1.0.1	Consumer Confidence Report Extension Agreements; Continue to implement the CCR activities as agreed upon in the EPA/State Extension Agreements.	§142.12	semi-annual self assessment.		On-going. CCR primacy package submitted to EPA. Interim primacy granted 9-02.
1.0.2	Development and adoption of CCR regulations, including the submission of final Primacy Revision Package	§142.12 §142.16(f)	By Date in Extension Agreement but no later than 8/21/02	No	Will be submitted on or before August 21, 2002
1.0.3	Obtain Governor's waiver - submit to EPA	§141 subpart O	30 days after signature	Yes	Copy previously provided to EPA.

TASK NO.	ACTIVITY	REFERENCE	DUE DATE	Comp leted ?	COMMENTS
				FY 02	
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.		semi-annual self assessments.		On-going. Technical representatives monitored and assisted those water systems that experienced severe raw water shortages during summer drought.
5	Additional State Activities: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page.				

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES PUBLIC WATER SYSTEM SUPERVISION PROGRAM

FY 2002 MID-YEAR PROGRESS REPORT

Task #	Activity	Reference	Due Date	Comp leted ?	Comments
				FY 02	
1.	Focus Activities for FY '02				
1.0	Consumer Confidence Report (CCR) Rule				
1.0.1	Consumer Confidence Report Extension Agreements: Continue to implement the CCR activities as agreed upon in the EPA/State Extension Agreements.	§142.12	semi-annual self assessment.		On-going
1.0.2	Development and adoption of CCR regulations, including the submission of final Primacy Revision Package	§142.12 §142.16(f)	By Date in Extension Agreement but no later than 8/21/02	No	Will be submitted on or before August 21, 2002
1.0.3	Obtain Governor's waiver - submit to EPA	§141 subpart O	30 days after signature	Yes	Copy previously provided to EPA.

Task #	Activity	Reference	Due Date	Completed ?	Comments
				FY 02	
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.		semi-annual self assessments.		On-going.
5	Additional State Activities: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page.				

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
PUBLIC WATER SYSTEM SUPERVISION PROGRAM
FY 2001 Final Report
Guidance and Reporting Checklist

Task No.	Activity	Reference	Due Date	Comp leted ?	Comments
				FY 01	
1.	Focus Activities for FY '01-02				
1.0	Consumer Confidence Report (CCR) Rule				
1.0.1	Consumer Confidence Report Extension Agreements: Continue to implement the CCR activities as agreed upon in the EPA/State Extension Agreements.	§142.12	semi-annual self assessment.	Yes	Continue as agreed. Sent mailings to water systems, reviewed CCRs, tracked receipt and certifications.
1.0.2	Development and adoption of CCR regulations, including the submission of final Primacy Revision Package	§142.12 §142.16(f)	By Date in Extension Agreement but no later than 8/21/02	No	Will Complete by August, 2002
1.0.3	Obtain Governor's waiver - submit to EPA	§141 subpart O	30 days after signature	Yes	Letter signed November 13, 1998.

Task No.	Activity	Reference	Due Date	Comp leted ?	Comments
				FY 01	
4.11	Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.		semi-annual self assessments.		Water systems prone to shortages caused by drought are monitored. These systems have be advised to develop protocol for mandatory use restrictions and have plan approved by the WV PSC.
5	Additional State Activities: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page				

**WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
PUBLIC WATER SYSTEM SUPERVISION PROGRAM
FY 2001
Guidance and Reporting Checklist**

Task #	Activity	Reference	Due Date	Comp leted ?	Comments
				FY 01	
1.	Focus Activities for FY '01-02				
1.0	Consumer Confidence Report (CCR) Rule				
1.0.1	Consumer Confidence Report Extension Agreements: Continue to implement the CCR activities as agreed upon in the EPA/State Extension Agreements.	§142.12	semi-annual self assessment.	Yes	Continue as agreed. Sent mailings to water systems, reviewed CCRs, tracked receipt and certifications.
1.0.2	Development and adoption of CCR regulations, including the submission of final Primacy Revision Package	§142.12 §142.16(f)	By Date in Extension Agreement but no later than 8/21/02	No	Will Complete by August, 2002
1.0.3	Obtain Governor's waiver - submit to EPA	§141 subpart O	30 days after signature	Yes	Letter signed November 13, 1998.

Task #	Activity	Reference	Due Date	Completed ?	Comments
				FY 01	
4.10	<p>Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "<i>Water Conservation Plan Guidelines</i>." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.</p> <p>The guidelines do not contain any federal requirements; however, after August 6, 1999 states and Indian Tribes may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from a State Drinking Water Loan Fund.</p>		semi-annual self assessments.	Y	<p>WV Public Service Commission has developed regulations regarding steps to be taken for mandatory conservation to be implemented by systems in the event of water shortages.</p> <p>WV Rural Water Assoc. has developed a program to school children to promote interest in drinking water and wise use of the resource.</p>
4.11	<p>Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.</p>		semi-annual self assessments.		<p>Water systems prone to shortages caused by drought are monitored. These systems have be advised to develop protocol for mandatory use restrictions and have plan approved by the WV PSC.</p>
5	<p>Additional State Activities: Include here any additional projects funded under the PWSS grant. You may also want to use this area to track equipment purchases, staff hiring, etc. or do so on a separate page</p>				



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Cecil H. Underwood
Governor

November 9, 2000

Joan E. Ohl
Secretary

Mr. Jason Gambatese, WV Program Manager
Drinking Water / Groundwater Branch (3WP22)
U. S. Environmental Protection Agency
1650 Arch Street
Philadelphia, Pennsylvania 19103

West Virginia
PWSS Program Report
FY 2000

Dear Mr: Gambatese:

Enclosed is our year end report for SDWA activities performed October 1, 1999 through September 30, 2000. As you are aware, the last fiscal year has been an extraordinary one for the program. It has included a reorganization of the division, a number of retirements and recruitment of new staff, in addition to preparing and executing an EPA Action Plan.

While some of the activity may have hindered our performance, overall I am pleased with the progress that we have made in implementing primacy program elements. We particularly appreciate the support, assistance and understanding that you and others of the Region III EPA staff provided.

If you need further explanation with regard to our year end report, please contact me. With program improvements we look forward to making greater accomplishments in FY2001.

Sincerely,

Victor R. Wilford, P.E.
Director
Environmental Engineering Division

VRW:nsf
Enclosure (1)
pc Barb Taylor, OEHS Director

Surveillance and Technical Assistance							
<p>The state will maintain an adequate sanitary survey program. Emphasis will be place on completing all required sanitary surveys for the TNCWS. Document deficiencies found in the surveys and follow-up to correct them within the state's authority. Report on any key survey deficiencies or issues at SNC systems. The state will perform the following number of sanitary surveys during FY 2000</p> <table> <tr> <td>CWS</td><td>130</td></tr> <tr> <td>NTNCWS</td><td>30</td></tr> <tr> <td>TNCWS</td><td>100</td></tr> </table>	CWS	130	NTNCWS	30	TNCWS	100	<p>Sanitary surveys were conducted as follows:</p> <p>137 Community Public Water Systems 13 Non-Transient Non-Community Water Systems 79 Transient Non-Community Water Systems</p>
CWS	130						
NTNCWS	30						
TNCWS	100						
<p>The state will maintain an adequate plan and specification review program to assure that design and construction of new and modified drinking water system facilities will be capable of complying with the drinking water regulations.</p>	<p>Program ongoing. 382 sets of plans were reviewed with 313 permits issued for upgrading water systems. An additional 32 projects were reviewed for the infrastructure council.</p>						
<p>The state will maintain the capability to respond to emergency circumstances and to ensure provision of potable drinking water under emergency circumstances</p>	<p>(We'll need a copy of the state's emergency response plan if it has been updated and a description of any on-going emergency issues)</p>						
<p>The state will maintain a quality management system which includes an adequate laboratory certification program. The state will update the state quality assurance management plan (or indicate that no update is necessary).</p>	<p>(List any problems the state lab is having with certifying private labs)</p>						



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Cecil H. Underwood
Governor

Joan E. Ohl
Secretary

June 9, 2000



Mr. Jason Gambatese, WV Program Manager
Drinking Water Branch (3WP22)
U.S. Environmental Protection Agency
1650 Arch Street
Philadelphia PA 19103

West Virginia
PWSS Program
Mid-Year 2000 Progress Report

Dear Mr. Gambatese:

Enclosed is our progress report for mid-year 2000 and an accompanying disk. Please note that the attachments are not included on the disk since they are compiled through our inventory database. If you have any questions, please let me know.

Sincerely,

Victor R. Wilford, P.E.
Interim Director
Environmental Engineering Division

VRW:nsf
Enclosure

<p>The state will maintain an adequate sanitary survey program. Emphasis will be place on completing all required sanitary surveys for the TNCWS. Document deficiencies found in the surveys and follow-up to correct them within the state's authority. Report on any key survey deficiencies or issues at SNC systems. The state will perform the following number of sanitary surveys during FY 2000</p> <p>CWS 130 NTNCWS 30 TNCWS 100</p>	<p>See Attachment "A"</p> <p>Major deficiencies are followed up with letter and return visits to provide technical assistance to assure correction.</p>
<p>The state will maintain an adequate plan and specification review program to assure that design and construction of new and modified drinking water system facilities will be capable of complying with the drinking water regulations.</p>	<p>150 plans & specs reviewed. 136 permits issued New Design Standards go into effect July 1, 2000.</p>
<p>The state will maintain the capability to respond to emergency circumstances and to ensure provision of potable drinking water under emergency circumstances</p>	<p>No emergency response needed at this time.</p>
<p>The state will maintain a quality management system which includes an adequate laboratory certification program. The state will update the state quality assurance management plan (or indicate that no update is necessary).</p>	<p>On-going. No problems noted in certification of private labs. Quality Assurance Management Plan (QAMP) completed January 23, 1998 and to be revised FY 2001.</p>
<p>SRF Set-Asides</p>	
<p>The state will report on the status of all SRF Set-Aside work from 11/15/99 to 5/15/00.</p>	<p>See Attachments "E" and "F"</p>



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Gaston Caperton
Governor

November 15, 1996

Gretchen Q. Lewis
Secretary



NOV 21 1996

EPA, R3. WATER MANAGEMENT DIVISION
MUNICIPAL WASTEWATER CONSTRUCTION DIVISION

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WP22)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia PA 19107

West Virginia
PWSS Program
4th Quarter 1996 Progress Report

Dear Ghassan:

Enclosed is our program report for fourth quarter FY 1996 and an accompanying disk. If you have any questions, please let me know.

Sincerely,

Nancy S. Fleming
for Donald A. Kuntz, P.E., Director
Environmental Engineering Division

DAK:nsf
Enclosure

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.
Training/Certification	



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Gaston Caperton
Governor

August 12, 1996

Gretchen O. Lewis
Secretary

RECEIVED

AUG 1996

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WP22)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia PA 19107

OFFICE OF
MUNICIPAL ASSISTANCE (3WP20)

West Virginia
PWSS Program
3rd Quarter 1996 Progress Report

Dear Ghassan:

Enclosed is our program report for third quarter FY 1996. If you have any questions, please let me know.

Sincerely,

Donald A. Kuntz, P.E., Director
Environmental Engineering Division

DAK:nsf
Enclosure

WV 3rd Q 96 Prog Rpt

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.
Training/Certification	



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Gaston Caperton
Governor

July 11, 1996

Gretchen O. Lewis
Secretary

JUL 17 1996

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WP22)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia PA 19107

West Virginia
PWSS Program
2nd Quarter 1996 Progress Report

Dear Ghassan:

Enclosed is our program report for second quarter FY 1996. If you have any questions, please let me know.

Sincerely,


Donald A. Kuntz, P.E., Director
Environmental Engineering Division

DAK:nsf
Enclosure

WV 2nd Q 96 Prog Rpt

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.
Training/Certification	



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Gaston Caperton
Governor

Gretchen O. Lewis
Secretary

March 12, 1996

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WM41)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia Pennsylvania 19107



West Virginia
PWSS Program
1st Quarter 1996 Progress Report

Dear Ghassan:

Enclosed is our progress report for first quarter FY 1996. If you have any questions, please let me know.

Sincerely,

Nancy Ilerning
for

Donald A. Kuntz, P.E.
Director
Environmental Engineering Division

DAK:nsf
Enclosure

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Gaston Caperton
Governor

Gretchen O. Lewis
Secretary

October 31, 1995

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WM41)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia Pennsylvania 19107

West Virginia
PWSS Program
4th Quarter 95 Progress Report

Dear Ghassan:

Enclosed is our progress report for fourth quarter FY 1995. If you have any questions, please let me know.

Sincerely,

A handwritten signature in dark ink, appearing to read "DKuntz", written over a horizontal line.

Donald A. Kuntz, P.E.
Director
Environmental Engineering Division

DAK:nsf

Enclosure

Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.
Training/Certification	



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Office of Environmental Health Services

815 Quarrier Street, Suite 418
Charleston, WV 25301

Gaston Caperton
Governor

(304) 558-2981
FAX: (304) 558-0691

May 15, 1995

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WM41)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia Pennsylvania 19107

West Virginia
PWSS Program
2nd Quarter 95 Progress Report

Dear Ghassan:

Enclosed is our progress report for second quarter FY 1995. If you have any questions, please let me know.

Sincerely,

A handwritten signature in dark ink, appearing to read "DKuntz", written over a horizontal line.

Donald A. Kuntz, P.E.
Director
Environmental Engineering Division

DAK:nsf
Enclosure

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.
Training/Certification	



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Office of Environmental Health Services
815 Quarrier Street, Suite 418
Charleston, WV 25301

Gaston Caperton
Governor

(304) 558-2981
FAX: (304) 558-0691

August 9, 1995

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WM41)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia Pennsylvania 19107

West Virginia
PWSS Program
3rd Quarter 95 Progress Report

Dear Ghassan:

Enclosed is our progress report for third quarter FY 1995. If you have any questions, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "DKuntz", written over a horizontal line.

Donald A. Kuntz, P.E.
Director
Environmental Engineering Division

DAK:nsf
Enclosure

WV 3rd Q 95 Prog Rpt

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	Completed.
Training/Certification	



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Gaston Caperton
Governor

March 15, 1995

Gretchen O. Lewis
Secretary

Mr. Ghassan Khaled, WV Program Manager
Drinking Water Branch (3WM41)
U.S. Environmental Protection Agency
841 Chestnut Building
Philadelphia Pennsylvania 19107

West Virginia
PWSS Program
1st Quarter 95 Progress Report

Dear Ghassan:

Enclosed is our progress report for first quarter FY 1995. If you have any questions, please let me know.

Sincerely,

A handwritten signature in dark ink, appearing to read "DKuntz", written over a light-colored background.

Donald A. Kuntz, P.E.
Director
Environmental Engineering Division

DAK:nsf
Enclosure

Emergency Response	
Update drinking water emergency response plans if not updated within the past three years and provide EPA with the most updated version in the second quarterly progress report.	
Training/Certification	

Documentation of Status of State Emergency Response Plans

November 2006

Background

Requirements:

40 CFR §142.10(e) referring to the state: **Has adopted and can implement an adequate plan for the provision of safe drinking water under emergency circumstances including, but not limited to earthquakes, floods, hurricanes, and other natural disasters.**

40 CFR §142.11(a)(5) outlines the requirements for initial determination of primary enforcement responsibility (Primacy) for the plan required in §142.10(e). This provision reads: **A brief description of the state's plan for the provision of safe drinking water under emergency conditions.**

NOTE: In satisfaction of this requirement, for public water supplies from ground water sources, EPA will accept the contingency plan for providing alternate drinking water supplies that is part of a state's Wellhead Protection Program, where such program has been approved by EPA pursuant to section 1428 of the SDWA.

It is also important to note that §142.12(a) states that "Either EPA or the primacy state may initiate actions that require the state to revise its approved state primacy program." This may give us some flexibility to recommend to the state that their state plan needs to be revised given today's situations.

Actions by the Drinking Water Branch in October 2000

- Documentation was collect on how states are addressing the April 1998 revision to §142.10(e) regarding emergency response plans
- Questions were posed to the State Program Managers to obtain information about implementation of §142.10(e)
- Copies of the state's emergency response plan were obtained for review
- Our review was documented, (see G:\Drinking Water Info\Emergency Information\Emergency Response Plans STATES\ state Emerg plans status as of 2000.wpd)

Note that this review was prior to the events of September 11, 2001.

Update–November 2006

In late 2006, Rick Rogers, Chief, Drinking Water Branch, asked each State Program Manager to determine whether the state plans are adequate. Water Supply Guidance #4, Guidelines for Preparation and Review of State Emergency Plans, dated October 29, 1976, exists to provide program guidance to the regions on the key elements of a state-wide plan (see below).

The details of a State-wide plan should be developed within the framework of the following suggested elements:

1. Communications
2. Inventories
 - a. Public Water Systems
 - b. Resources (trucking and other equipment)
3. Local Plan
4. Coordination
5. Public information

The Guidance also recommends that the states be provided maximum discretion in adopting and implementing a plan. Further, the plan should have clear but limited objectives and should be periodically updated and tested.

As reviews are occurring, the State Program Managers are being asked to document these reviews in the following format.

- a) Date of state plan:
- b) Title of plan:
- c) Is this a department-wide plan or for the drinking water program only?
- d) Some plans may not address actions by specific emergency situations (i.e. water shortage is dealt with as water shortage regardless of whether it is caused by flood, drought, power outage, etc). Please briefly explain the nature of the state's response plan. This might also speak to the question as to why the plan does not specifically mention the examples added to 142.10(e).
- e) Are the key elements as stated in the Water Supply Guidance satisfied by the state's Plan?
- f) Are there any recommendations to the state for revisions or additions to their plan? If so, how and when will these be communicated to the state?
- g) Determine if, when, and how the state plans to update their plan, or why they believe it is not necessary to do so. Please explain.
- h) Please add anything of importance/interest that you learned which we should be aware of
- i) has the Plan ever been tested in a real event, or practiced during an exercise to ensure it is practical and realistic?

Below is the old information to save time in updating the status. PLEASE UPDATE AS NEEDED HOWEVER

Delaware

The Delaware Department of Health and Social Services (DHSS), Department of Public Health (DPH), Office of Drinking Water (ODW) recently faxed relevant excerpts from the Delaware Emergency Operations Plan (DEOP), dated 1998 in response to the requirements of 40 CFR Section 142.10(e).

- a) Date of Plan - 1998 (more definitive date being sought)
- b) Title of Plan: Delaware Emergency Operations Plan, Emergency Support Function 11 - FOOD (ESF 11)
- c) This is an excerpt from the State-wide Emergency Operations Plan
- d) Pages ESF 11-1 thru ESF 11-8
- e) The plan specifically enumerates disasters due to catastrophic hurricanes (Section 3.1.1, page ESF 11-2), but otherwise generalizes, using terms such as "major or catastrophic disaster" (Section 3.2.1., page ESF 11-2, "large scale natural or man-made disaster" (Section 4.3.1, page ESF 11-4) et al. This appears to be part of the State's comprehensive emergency operations plan, appears to be modeled on the Emergency Support Function (ESF) format in the Federal Response Plan (1992, 1999), and in no way gives the appearance of failing to cover any of the other disaster types specifically listed in 40 CFR 142.10(e). Shortage of potable water, provision of potable water in emergencies, water purification, contamination, bottled water operations, monitoring, are all addressed in the plan.

Section 4.3.7. (page ESF 11-5) references coordination with a Federal representative (under Federal ESF 3, Public Works and Engineering) in the event of a Federally declared disaster. State, county and local disasters and/or emergencies regarding potable water are handled at the State level. ODW requires large water systems to provide them with their emergency response plans. In addition, these plans are filed with the Delaware Emergency Management Agency (DEMA). All water systems are required to report unusual events to ODW within 24 hours (Del. Code Section 22.406) and ODW has the authority to issue emergency orders to systems "...in any case where there is an imminent danger to the health of the public resulting from the operation of any waterworks or the source of a water supply." (Del. Code Section 22.210). An interruption in the ability to provide potable water due to some form of disaster would have to be reported to the State ODW by the system as an unusual event and ODW would be able to respond to the situation using its emergency authority.

Section 5.2.3. (page ESF 11-6) lists the Department of Public Health (DPH) as the agency to monitor the purification and use of all potable water resources. That function would be performed by ODW.

Maryland

Notes added by G. Khaled on March 20, 2006.

- The original plan submitted as part of the initial primacy package couldn't be located.
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- Website links to plans developed by two states (Ohio and Kentucky) were forwarded by email on November 2, 2006 to Maryland to be used as a sample.
- MDE responded that they are still working on the state plan update. The plan will likely be similar to Ohio's and would be placed within Maryland's standard operating procedures which is currently under development by the private security contractor Horsley Witten.
- MDE stated that their plan is spelled out under the Annotated Code of Maryland (9-406(a) &(b)) which provide the Secretary with broad power to take any action necessary to provide safe drinking water in case of an emergency. This is a very powerful tool as basically provide all kind of options for reacting to any type of emergency without any need to spell out the specifics.
- The Annotated Code of Maryland § 9-406 states that: "The Secretary shall adopt an adequate plan for providing safe drinking water under emergency circumstances."
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- a). Date of state plan: November 15, 1997
- b) Title of plan: Emergency Operations Plan
- c) Is this a department-wide plan or for the drinking water program only?
Department-wide plan, but has specific references to drinking water
- d) see pages iii, 2, Annex P
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6. *Add anything of importance/interest you learned which we should be aware of*

Virginia

The plan uses floods (and a limited situation - earthquakes) as examples for providing safe drinking water during natural disasters. Other types of natural disasters, such as hurricanes, nuclear power plant failures, severe weather (excluding droughts), are listed separately in appendices. The appendices provide more detailed descriptions of how to cope with these disasters besides getting safe drinking water.

VDH plan could include drought as another appendix although they seldom experience the severe kind of drought as in 1999.

Date: January 1, 1998

Title: Manual for Response to Emergency/Disaster Situations, by Division of Water Supply Engineering, Office of Water Programs, Virginia Department of Health.

The plan is for the Office of Water Program that covers the Division of Water Supply Engineering and Wastewater Division.

page 6, section 3-3

page 8, Chapter 6, all pages in this chapter

appendix C - all pages

appendix M - page M-11, (15)

West Virginia

Scheduled conference call with Charlie Robinette on 11/29/06. Walt Ivey contacted me to say he was unable to attend but faxed me the portion of their original primacy package that references WVDHHR's emergency plan. This is a paragraph titled "Emergency Services." Charlie and I discussed briefly the references made to the responsibilities of WVDHHR in the State Emergency Operation Plan (EOP). I informed Charlie that there needs to be a SOP in place for WVDHHR that spells out how they plan to carry out the responsibilities referenced in the State EOP. Example: The State EOP says BPH assesses damage to: sewage systems and water systems but gives no detail of how BPH carries out this activity.

Charlie agreed to developing an emergency plan for the Dept. and proposed submitting the plan with the state primacy package for LT2 and Stage 2 (10/2007). I spoke with PK about this timeframe on 11/30/06, and she stated that the deadline should be sooner (02/2007) but also advised me to discuss this further with Anthony. I will discuss this with Anthony when he's

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G:\Drinking Water Info\Emergency Information\Emergency Response Plans STATES\state ER plans status as of Nov 2006.wpd

Documentation of Status of State Emergency Response Plans

April 2008

Background

Requirements:

40 CFR ' 142.10(e) referring to the state: **Has adopted and can implement an adequate plan for the provision of safe drinking water under emergency circumstances including, but not limited to earthquakes, floods, hurricanes, and other natural disasters.**

40 CFR ' 142.11(a)(5) outlines the requirements for initial determination of primary enforcement responsibility (Primacy) for the plan required in ' 142.10(e). This provision reads: **A brief description of the state=s plan for the provision of safe drinking water under emergency conditions.**

NOTE: In satisfaction of this requirement, for public water supplies from ground water sources, EPA will accept the contingency plan for providing alternate drinking water supplies that is part of a state=s Wellhead Protection Program, where such program has been approved by EPA pursuant to section 1428 of the SDWA.

It is also important to note that ' 142.12(a) states that AEither EPA or the primacy state may initiate actions that require the state to revise its approved state primacy program.@ This may give us some flexibility to recommend to the state that their state plan needs to be revised given today=s situations.

Actions by the Drinking Water Branch in October 2000

- \$ Documentation was collected on how states are addressing the April 1998 revision to ' 142.10(e) regarding emergency response plans
- \$ Questions were posed to the State Program Managers to obtain information about implementation of ' 142.10(e)
- \$ Copies of the state=s emergency response plan were obtained for review
- \$ Our review was documented, (see G:\Drinking Water Info\Emergency Information\Emergency Response Plans STATES\state Emerg plans status as of 2000.wpd)

Note that this review was prior to the events of September 11, 2001.

Update (April 2008)

Maryland

Notes added by G. Khaled on March 20, 2006 and April 16, 2008.

April 16, 2008 Notes:

- The original Primacy Package was located which includes a brief description of the State's

plan for the provision of safe drinking water under emergency conditions.

- MDE is developing with the assistance of its private security contractor Horsley Witten, their "Emergency Response Plan for MDE Water Supply Program Staff."
- A table exercise was conducted on April 2, 2008. At the exercise, comments were provided to MDE on their Emergency Response Plan.

March 20, 2006 Notes

- \$ The original plan submitted as part of the initial primacy package could not be located.
- \$ Initial request was made to MDE on November 1, 2006 and later were reminded to submit the plan.
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UpdateBNovember 2006

In late 2006, Rick Rogers, Chief, Drinking Water Branch, asked each State Program Manager to determine whether the state plans are adequate. Water Supply Guidance #4, Guidelines for Preparation and Review of State Emergency Plans, dated October 29, 1976, exists to provide program guidance to the regions on the key elements of a state-wide plan (see below).

The details of a State-wide plan should be developed within the framework of the following suggested elements:

1. Communications
2. Inventories
 - a. Public Water Systems
 - b. Resources (trucking and other equipment)
3. Local Plan
4. Coordination
5. Public information

The Guidance also recommends that the states be provided maximum discretion in adopting and

implementing a plan. Further, the plan should have clear but limited objectives and should be periodically updated and tested.

As reviews are occurring, the State Program Managers are being asked to document these reviews in the following format.

- a) Date of state plan:
- b) Title of plan:
- c) Is this a department-wide plan or for the drinking water program only?
- d) Some plans may not address actions by specific emergency situations (i.e. water shortage is dealt with as water shortage regardless of whether it is caused by flood, drought, power outage, etc). Please briefly explain the nature of the state's response plan. This might also speak to the question as to why the plan does not specifically mention the examples added to 142.10(e).
- e) Are the key elements as stated in the Water Supply Guidance satisfied by the state's Plan?
- f) Are there any recommendations to the state for revisions or additions to their plan? If so, how and when will these be communicated to the state?
- g) Determine if, when, and how the state plans to update their plan, or why they believe it is not necessary to do so. Please explain.
- h) Please add anything of importance/interest that you learned which we should be aware of
- i) has the Plan ever been tested in a real event, or practiced during an exercise to ensure it is practical and realistic?

Below is the old information to save time in updating the status. PLEASE UPDATE AS NEEDED HOWEVER

Delaware

The Delaware Department of Health and Social Services (DHSS), Department of Public Health (DPH), Office of Drinking Water (ODW) recently faxed relevant excerpts from the Delaware Emergency Operations Plan (DEOP), dated 1998 in response to the requirements of 40 CFR Section 142.10(e).

- a) Date of Plan - 1998 (more definitive date being sought)
- b) Title of Plan: Delaware Emergency Operations Plan, Emergency Support Function 11 - FOOD (ESF 11)
- c) This is an excerpt from the State-wide Emergency Operations Plan
- d) Pages ESF 11-1 thru ESF 11-8
- e) The plan specifically enumerates disasters due to catastrophic hurricanes (Section 3.1.1, page ESF 11-2), but otherwise generalizes, using terms such as "major or catastrophic disaster" (Section 3.2.1., page ESF 11-2, "large scale natural or man-made disaster" (Section 4.3.1, page ESF 11-4) et al. This appears to be part of the State's comprehensive emergency operations plan, appears to be modeled on the Emergency Support Function (ESF) format in the Federal Response Plan (1992, 1999), and in no way gives the appearance of failing to cover any of the other disaster types specifically listed in 40 CFR 142.10(e). Shortage of potable water, provision of potable water in emergencies, water purification, contamination, bottled water operations, monitoring, are all addressed in the plan.

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page 6, section 3-3

page 8, Chapter 6, all pages in this chapter

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In accordance with Part 142 (National Primary Drinking Water Regulations Implementation), Subpart B – Primary Enforcement Responsibility, §142.10, Requirements for a determination of primary enforcement responsibility, (e) Has adopted and can implement an adequate plan for the provision of safe drinking water under emergency circumstances including, but not limited to, earthquakes, floods, hurricanes, and other natural disasters and §142.11, Initial determination of primary enforcement responsibility, “(5) A brief description of the State’s plan for the provisions of safe drinking water under emergency conditions.” Our description is as follows:

The West Virginia Bureau for Public Health (BPH) is the primary agency for implementing the Safe Drinking Water Act of 1976 and its amendments as stipulated by the US EPA. As such, it maintains plans to assist public water systems during various emergencies which may impact the quality or quantity of potable water supplies. Those plans include both response and preparatory components.

Typical assistance response measures of the plan include: providing technical assistance to water systems and to other state and local emergency response agencies relative to assessing the drinking water impact of natural disasters, source water shortages, water treatment process interruptions, and/or threats by would-be terrorists. The response component also includes working as technical specialists for the WV DMAPS (formerly OES) office to assess: (a) which water systems have been affected, (b) the number of persons out of water, (c) critical infrastructure needs, (d) bottled water or tanker trucks to supplement potable water supplies, and (e) to coordinate remedial efforts to restore water systems to normal operations. In addition, BPH representatives would coordinate the utilization of backup water wells and activation of interconnections with nearby systems, issuance of boil water notices and required bacteriological sampling, providing technical assistance to operators, and helping to implement water curtailment programs for impacted systems.

The BPH ERP preparatory plan includes assessments during sanitary surveys and special studies of systems’ internal emergency response plans and readiness, inclusive of annual emergency contact updates by summer interns, pandemic flu planning, identification of back-up power generation capabilities/needs, supplemental water sources, and mutual aid agreements with other water systems. This component also includes training modules to provide threat preparedness, NIMS, Mutual Aid, and backup electrical power fundamentals to water operators and district engineers during BPH-sponsored workshops throughout the state.

The plan also provides that all BPH engineering division district personnel are adequately trained in threat preparedness and response processes, which will allow systems to minimize disruptions to their operations as well as to restore services as quickly as possible.

**State Plan for Provision of Safe Drinking Water Under Emergency Conditions in
WEST VIRGINIA**

Does the state plan include reviews of CWS emergency plans during sanitary surveys?	YES
Does the plan delineate authority (e.g. who does disinfection, sampling, distribution, public notice, security)?	NO- it says BPH will coordinate these efforts
Does the plan promote the creation of WARNS, emergency management aid compacts?	YES – but it does not go into any detail, “mutual aid” is mentioned as a component
Does the state plan require tie-ins to other agencies?	YES – re: technical assistance in assessing impact
Has the state tested its plan?	NO – training modules provided during workshops
Does the plan provide for communications if phone lines are down?	YES – but it is not mentioned in the plan
Does the state have an inventory of appropriate trucking or hauling equipment or of contractors?	UNKNOWN
Has the plan resulted in local authorities and utilities establishing their own local plan for the provision of water during emergency situations?	Assessments during sanitary surveys encourage this but it is not mentioned specifically
Does the plan contain a public information component (e.g., what to store, what to do, where to go, etc.)?	NO – it is not specifically mentioned
Does the state plan address haulers of water?	YES
Does the state plan address disinfection of alternative sources including haulers?	NO
Does the state plan address monitoring of alternative sources?	NO – it is not clear
Does the state plan address sampling?	YES – coordinate required bacteriological sampling
Does the state plan address distribution, including the deployment of the state’s National Guard?	No – only assess bottled water or tanker trucks to supplement potable water supplies
Does the state plan address asset management?	YES – assess back-up power generators
Does the state have a check-down tool for its staff?	UNKNOWN
Does the plan mention water buffaloes?	NO – only tanker trucks
Does the plan call for the coordination with the states EOC?	NO – plan states it will provide

Does the plan address “no water” events?	technical assistance to other state and local emergency response agencies
Does the plan address bottled water?	YES – assess bottled water supplies
Does the plan address contamination events?	NO – nothing specifically
Does the state plan reference different system sizes?	NO
Does the plan address key personnel?	NO

West Virginia
State Plan for Provision of Safe Drinking Water Under Emergency Conditions

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Does the plan address "no water" events?	
Does the plan address bottled water?	
Does the plan address contamination events?	
Does the state plan reference different system sizes?	
Does the plan address key personnel?	

West Virginia submitted a one-page document describing briefly its plan for the provisions of safe drinking water under emergency conditions. Lack of other than the one-page document, I am not able to fill out the table above.

Ghassan.